

### 8.3 Key Position Resume Sheet

This form must be used to respond to Section 4.5.2 – Key Positions. For each named individual a separate Key Position Resume Sheet must be submitted.

PROPOSER Organization: \_\_\_\_\_

Key Position: \_\_\_\_\_

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Candidate:

Full Name: Last Name First Name MI

Address Street: City: State: Zip:

☐ U.S. Citizen ☐ Non-U.S. Citizen Visa Status:

Status: ☐ Employee ☐ Self Employed ☐ Subcontractor (Name: \_\_\_\_\_)

☐ Other:

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Education:

Mark highest level completed.	Some HS <input type="checkbox"/>	HS/GED <input type="checkbox"/>	Associate <input type="checkbox"/>	Bachelor <input type="checkbox"/>	Master <input type="checkbox"/>	Doctoral <input type="checkbox"/>
List most recent first, all secondary and post-secondary education (high school, GED, colleges, and universities) attended. Do not include copies of transcripts unless requested. Add additional rows if necessary						
School Name			Degree/Major	Degree Earned	Year Received	

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Work Experience:

Describe your work experience related specifically to the Request for Proposal to which you are responding. Please list most recent job first. To add work experience, copy the format below and add additional sheets as needed.

Work Experience #:			
Job Title:			
From	To	Reason for Leaving:	Hours per week
Describe your duties and responsibilities as they relate to the Request for Proposal:			

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## Candidate and Proposer Certification

By submitting this data sheet to REQUESTOR, the Candidate and PROPOSER certify that, to the best of their knowledge and belief, all of the information on and attached to this data sheet is true, correct, complete, and made in good faith. The candidate further authorizes the release of all relevant prior employment, military service, academic/school, and criminal records. False or fraudulent information on or attached to this data sheet may be grounds for disqualifying a candidate or firing a candidate once work has begun. Any information provided to REQUESTOR may be investigated.

By submitting this data sheet to REQUESTOR, the Candidate and PROPOSER certify that both parties understand the entire scope of requirements for this position as defined in the RFP and the Candidate agrees to be submitted for consideration exclusively by this PROPOSER. Any candidate that is submitted by more than one PROPOSER for a line item will be considered disqualified.

Candidate Data Sheets must be signed below by the PROPOSER.

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Authorized Signature

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Date